

Cliffs of Fundy Geopark Sustainable Development Committee Terms of Reference

Purpose

UNESCO Global Geoparks follow a “bottom-up” approach and engage with local people and communities. The Sustainable Development Committee will provide leadership in the areas of sustainable tourism, a clean environment and active living while empowering our local residents and recognizing their human rights and dignity. UNESCO’s sustainable development goals include the following:

1. No poverty
2. Zero hunger
3. Good health and well-being
4. Quality education
5. Gender equality
6. Clean water and sanitation
7. Affordable and clean energy
8. Decent work and economic growth
9. Industry, innovation and infrastructure
10. Reduced inequalities
11. Sustainable cities and communities
12. Responsible consumption and production
13. Climate action
14. Life below water
15. Life on land
16. Peace, justice and strong institutions
17. Partnerships for the goals

Accountability

The Sustainable Development Committee reports through the committee chair to the Geopark Manager and is ultimately accountable to the Board of Directors.

Membership

The Manager, in conjunction with the Committee Chair (if one has already been appointed), will make recommendations to the Board for membership in the committee. The Board will ratify members to the Sustainable Development Committee at the beginning of each fiscal year. The Sustainable Development Committee will consist of a suggested minimum of 8 and a suggested maximum of 10 members representative of the scope of the Geopark and shall aim to include the following:

- One member of the Geopark Board
- One outdoor recreation planner
- One tourism provider
- One environmentalist
- One Indigenous representative

- One Chamber of Commerce representative
- One community member

The administrative assistant of the Geopark will be an ex-officio member of the committee and will provide assistance as needed including taking minutes, circulating agendas and maintaining files and records.

Term of Appointment

Committee appointments shall be for staggered terms of one, two or three years, with the term to commence on the first day of April and end on the thirty-first day of March of the appropriate year. If there are vacancies on the Committee, new members may be appointed to fill those vacancies mid-term, according to the process described under “Membership” above. A committee member may serve a maximum of 2 terms on this committee without stepping aside for at least one term. This appointment process will ensure a regular turnover on the committee and the opportunity for fresh ideas to be brought forward while still retaining the historical knowledge of the work of the committee. Where appropriate and necessary, the Board may approve an extension beyond two terms.

Chair of the Committee

The Sustainable Development Committee will elect a Chair of their committee for the coming year from among current members in April of each year. The Chair can serve for two terms.

Functions

The Sustainable Development Committee will:

- i. Explore opportunities to develop and/or expand walking trails, cycling trails and other forms of active living within the Geopark for people of all ages and abilities.
- ii. Investigate further opportunities for geo-tourism and identify potential community partners to engage in these activities.
- iii. Create an interpreted self-guided geo-trail network in appropriate geosite locations.
- iv. Design a training program for local residents or future summer students who will work as guides on a variety of trails.
 - i. Develop a hands-on package of information for accommodation providers, restaurateurs and tour operators within the Geopark to help them use sustainable and green environmental practices in their housekeeping, cleaning and food service.
 - ii. Conduct community meetings to promote residents’ involvement with assisting to keep our beaches, trails and footpaths clean. Ask the residents about any

environmental concerns they are seeing from increased visitation in the Geopark and be prepared to make recommendations to the Manager.

- iii. Consider holding a Shoreline Clean-Up Day in conjunction with *The Great Canadian Shoreline Cleanup* or other similar organization, involving groups of residents from throughout the Geopark area. Collect data on the types and volumes/weight of waste collected and use this to aid in the design of future sustainability education.
- iv. Collaborate with all the other Geopark committees to ensure they are following best practices for sustainability in all the work they do.
- v. Hold the Board of Directors, committee members, volunteers and staff accountable to a high level of sustainable practices in the work that they do, their use of resources, waste management practices and their interactions with our communities.
- vi. Suggest ways in which the Geopark can positively impact more of UNESCO's sustainable development goals.
- vii. Represent the Geopark at partner meetings or other events or occasions relevant to the work of the committee.
- viii. Prepare an annual budget for the Sustainable Development Committee at least a month in advance of budget deliberations by the Board of the Geopark for the coming year. Budget deliberations will usually be held in February annually, with a goal of passing the budget in March.
- ix. Review the Terms of Reference and membership requirements of the Sustainable Development Committee at least annually and make recommendations for any changes or updates to the Manager.